

**STORM PREPAREDNESS PLANNING FOR OCEANGOING VESSELS**  
**"REMAINING IN PORT CHECKLIST"**

The person in charge of the vessel must submit in writing a mooring plan for approval by the Captain of the Port.

Vessels remaining in port must have their decks clear of missile hazards, potential pollution hazards, and flammable materials. All persons in charge must ensure that hatches are secured for heavy weather. The following information must be included in the mooring plan submission.

Vessel Information

1. Name, call sign, and official number of vessel.
2. Nationality of the vessel.
3. Name of the master.
4. Name, address, and phone number of the agent, charterer or operator, and owner.
5. Reason why the vessel is not leaving the port.
6. Provide a full stowage plan and manifest to determine particular cargo and pollution hazards.
7. Name of berth and location.
8. Depth of water in the vessel's berth at mean low water.

**STORM PREPAREDNESS PLANNING FOR OCEANGOING BARGES WITH TUGS**  
**"REMAINING IN PORT CHECKLIST"**

The person in charge of the barge and assist tug(s) must submit in writing a mooring plan for approval by the Captain of the Port.

Tugs and barges remaining in port must have their decks clear of missile hazards, potential pollution hazards, and flammable materials. All persons in charge must ensure that hatches are secured for heavy weather. The following information must be included in the mooring plan submission.

Vessel Information Particular to Tug/Barge Units

1. Name, call sign, and official number of tug and barge(s).
2. Nationality of the tug and barge(s).
3. Name of the master of the tug.
4. Name, address, and phone number of the owner/operator, charterer, and/or agent.
5. Reason why the tug and barge are remaining in port.
6. Provide a full stowage plan and manifest to determine particular cargo and pollution hazards.
7. Name of berth location.
8. Describe how the vessel will be secured to the berth. Submit a diagram showing the mooring arrangements with the size, length and lead of mooring lines or wire.